Screen Shots

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Screen Shots

Introduction

The Screen shot document depicts the screens relevant to the screening process. The screens are divided into modules, or building blocks, based on the information being captured. The modules for the ICES Screening and Referral Tool are as follows:

- Welcome
- General Information
- Household Information
- Individual Information
- Relationship Information
- Financial Information
- Results

This document contains all possible screens that a user may see during the screening process. However, certain screens and/or questions are scheduled based on answers the user provides to trigger questions. Therefore, a user may see a subset of the screens/questions presented in this document.

Conditions for displaying (or not displaying) screens/questions can be found within the "Screen Map" excel spreadsheet. The Screen Map is a useful tool when looking at the Screen Shots, as the Screen Map also displays Actual Text, Input Types, Default Values, Ranges, Validations, and Error Messages.

Screen Shots

Welcome

Welcome Screen (SC002)

Family and Social Services Administration



Welcome to Indiana's Screening and Referral Tool

Welcome to Indiana's Screening and Referral Tool! This website is a quick, easy way for people who live in Indiana to find out if they might be able to get.

- Food Stamp Benefits
- Cash Assistance
- Low or no cost Health Coverage

If you answer the questions in the screening tool, we can tell you what services the household members may be eligible to receive. We will ask you to tell us about the people in your home, the money you get from a job or other places, and other related questions. The information you give us in the screening tool is strictly confidential. We do not keep this information.

When you are finished, we will tell you if you might be oligible for help from the <u>Food Starne</u>, <u>Cash</u>
<u>Assistance</u>, or <u>Health Coverane</u> programs. You will have to apply for these programs to get a final decision about benefits.

Keep in mind that this website is just a test to see if you might be able to get benefits. The rules for each a program are complex and this screening tool does not ask enough questions to give an official answer. Also, the screening tool assumes that everyone in your household lives in Indiana and is a U.S. citizen or eligible non-citizen. If you are interested in a program, you should apply, even if the screening tool said that you may not qualify.



NEXT

- 1.) Health Care Coverage changed to Health Coverage.
- 2.) Please note, this page is still under construction.

Screen Shots

Navigation Help (SC005)

Family and Social Services Administration

Back

Exit

Next,

Scroll

Required Fields

Drop-down Box

Radio Button

Question Help

Navigation Help



Note: You may come back to this help at any time during the screening process by clicking on 'Navigation Help' on the left hand side of the page. Once you have started this screening tool, please do not use the Forward, Back, or Navigation Stop. . on the top of your screen. Instead, use the Stop bultons Forward Back navigation buttons on the bottom of the web page.

Clicking the BACK button $\sqrt{-b}$ page.	at the bottom of the page will take you to the previous

have entered and end the streening process.	ne inform ation y ou
Clicking the NEXT button at the bottom of the page will take you	u to the next page.

Some pages may contain more text than others and you may need to scroll in ord	
come bages was contain more text from number and Add was been to attail to old	or to
view the entire page. To get to the bottom of the page, use the down arrow on your	
keyboard. To return to the top of the page, use the un arrow	

Whenever you see a red asterisk symbol *, you are required to answer the question and
enter information in order to proceed

A Drop-down Box	🎽 contains a list of p	ossible choices. To see the list, click on
the down arrow Yo	should then click on the ba	est choice that will answer the question,

Radio Buttons C/ display all the available choices with a small circle to the left. To pick
your answer, click on the circle before it. To change your answer, simply click on the
tircle of your new selection.

Text Box	A Text Boxits an empty box where you can type in your answer using the Geyboard. First click in the box and then type in the answer to the question.

Check Box	on the check box again. Check boxes are used for questions that can have more than one answer.

Whenever you see a question with selected word(s) highlighted in blue, there is
ສັດຜູ້ຖືາດາລາ help available on that topic. You can tipd that help by slicking on the
highlighted part. This will open up a new window with additional information on the topic.
you clicked on. Once you have read the information, you can close the new window
using the "X" button in the upper right-hand corner and continue with the screening tool.





Screen Shots

Changes:

 Wording changed for: Note, Navigation, Back, Exit, Next, Required Fields, Dropdown Box, Radio Button, Text Box, Check Box, and Question Help

Previous wording was as follows:

- a. Note: You may access this help at any time during the screening process by clicking on 'Navigation Help' on the <u>upper right hand corner of the page</u>.
- b. Navigation Once you have started this screening tool, please do not use the <<u>fext added here></u> <images> buttons on the top of your screen. Instead, use the navigation buttons on the bottom of the web page.
- Back Clicking the BACK button <image> <<u>text added here></u> will take you to the previous page. Exit Button Added
- d. Exit Clicking the EXIT button <image> < text added here> will erase all the
 information you have entered and end the screening process,
- Next Clicking the NEXT button <image><<u>text added here></u> will take you to the next page.
- f. Required Fields Whenever you see a red asterisk symbol *, you are required to answer the question and enter information <<u>text</u> added here>.
- g. Drop-down Box A Drop-Down Box <image> contains a list of possible options. To see the list, click on the down arrow. You should then click on the best option that will answer the question.
- h. Radio Button Radio Buttons <image> display all the available options with a small ring to the left. To pick your answer, click on the ring before it. To change your answer, simply click on the ring of your new selection.
- i. Text Box A Text Box <image> is an empty box where you can type in your answer using the keyboard. First click in the box and then type in the response to the question.
- j. Check Box A Check Box <u><image></u> can be selected by clicking on it once. To remove your selection, click on the check box again. Check boxes are <u>typically</u> used for questions that can have more than one answer.
- k. Question Help Whenever you see a question with selected word(s) highlighted in blue, there is additional help available on that topic. You can access that help by clicking on the highlighted part. This will open up a new window with additional information on the topic you clicked on. Once you have read the information, you can close the new window using the "X" button in the upper right-hand corner and continue with the guestionnaire.
- 2.) Exit Button Added

Screen Shots

General Information (SC006)

Nate: Before you begin the screening tool, we would like to ask you two questions to help us know who is using this screening tool and where you are when you use it. However, you do not have to answer these questions. To skip this section, simply click the NEXT button at the bottom of this page Please tell us who is filling out the information: Provider Where are you using this screening tool? Government Office Note, Answers about you and your family will be kept private and secure and will not be saved.

Changes;

- 1.) Navigation Help added to left navigation.
- 2.) Wording changed for: Note and both questions

Previous wording was as follows:

a. Note: Before you begin the screening process, we would like to ask you <u>a few</u> questions <<u>fext added here</u>>. However, you do not have to answer these questions. To skip this section, simply click the NEXT button at the bottom of this page.

NEXT

b. Please tell us who is using this screening tool:

c. Where are you accessing this screening tool from?

3.) List of drop-downs for the first question has been changed to provide further clarification. Prior list was: <u>Myself or my family</u>. Provider, Community Based Organization

The list now includes:

- a. Self for me or my family
- b. <u>Self for non-family</u>
- c. Provider
- d. Community Based Organization
- 4.) List of drop-downs for the second question has been changed. Prior list was: Home, Relative's/Friend's Home, Library, School, Workplace, Government Office, Other

List of drop-downs for the second question is now:

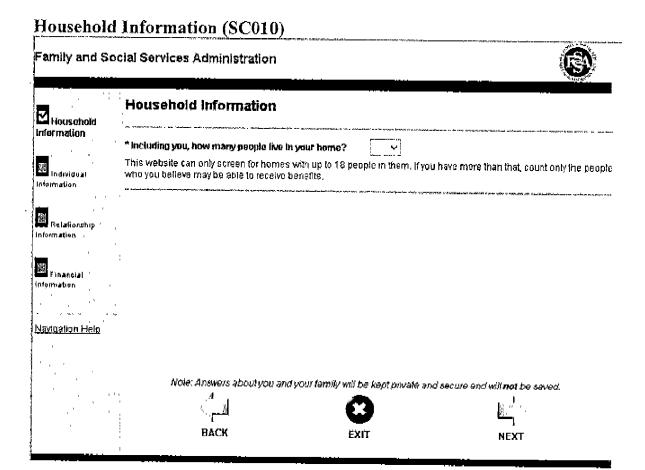
- a. My Home
- b. Relative's or Friend's Home
- c. Library
- d. School

Screen Shots

- e. Workplace f. Government Office
- g. Other
- 5.) Note (at bottom of page) has been added: Note: Answers about you and your family will be kept private and secure and will not be saved.

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- Navigation Help added to left navigation.
- 2.) Explanation has been changed from say: "... If you have more than that, try counting only the people..."
- 3.) Note (at bottom of page) now reads: Note: Answers about you and your family will be kept private and secure and will not be saved.
 - a. Prior note said: Note: <u>All answers</u> will be kept private and secure and will not be saved.

ICES Screening and Referral Tool Screen Shots Individual Information Individual Information - Part A (SC020) Family and Social Services Administration Individual information Mause hold j Please tell us about each member of the household: Name: We do not keep the names you give us. Use first names, or nicknames, or even initials. Individual Age: If someone is less than 1 year old, please enter 1. Sext Please tell us if each person is a male or female. Information E elationship *Name: information. Years Old * Age: "Sex: ○ Female <u>Navidatjon Help</u> Years Old · Age: O Maie O Female ^u Names Years Old * Age: Note: Answers aboutyou and your lamily will be kept private and socure and will **not** be saved. BACK

Changes:

- 1.) Navigation Help added to left navigation.
- 2.) * "Years Old" added after Age Text boxes
- 3.) Note (at bottom of page) now reads: Note: Answers about you and your family will be kept private and secure and will not be saved.

NEXT

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Individua)	Frank, Age 40	·	
formation	' is frank disabled?	○ Yés	○ No
	. Is Frank blind?	→ Yes	○ No .
Relationship , , ormation ;	Does Frank have <u>Medicare</u> insurance?	O Yes	○ No
Financial information	Mary, Age 30		
viαalion Help	is Mary disabled?	Yes	O No
	is mary blind?	Yes	○ No
	Does Mary have <u>Medicare</u> insurance?	O Yes	Ů No
•	is Mary pregnant?	Yes	○ No
1 1	How many babies is Mary experting?	to an account	
	if the pregnant person is expecting just one not know, enter 1.	baby, enter 1. If she is e	xpecting twins or triplets, enter 2 or 3. If you
	Jos, Age 10		
1.0	ts Joe disabled?	() Yes	() No
	Is Joe blind?		O No
	Does Joe have <u>Medicare</u> insurance?	() Yes	○ No .
	Note: Answers about you and you,	rtamily will be kept priva	de and secure and will not be saved.
	₹ ⁴ 34		L ₀ 5 F ,
1	`.i ```` ' BACK	EXIT	E Company

- Navigation Help added to left navigation.
 Note (at bottom of page) now reads: Note: Answers about you and your family will be kept private and secure and will not be saved.

Screen Shots

AUG-16-2005 TUE 06:33 PM FAX NO. ICES Screening and Referral Tool Relationship Information Relationship Information (SC040) Family and Social Services Administration Relationship Information How are the people in your house related to each other? Toll us how each person is related to each other by using the properties notices Example: John is the *brother- of Heather Retalionship Navigation Help Note. Answers about you and your family will be kept private and secure and will not be saved. Family and Social Services Administration Relationship Information How are the people in your house related to each other? Tell us how each person is related to each other by using the drop-down choices M Individual Example: John is the -brother- of Hasingr, **Fa**hitlanship

Changes:

<u>Navigation Help</u>

Information

1.) Navigation Help added to left navigation.

BACK

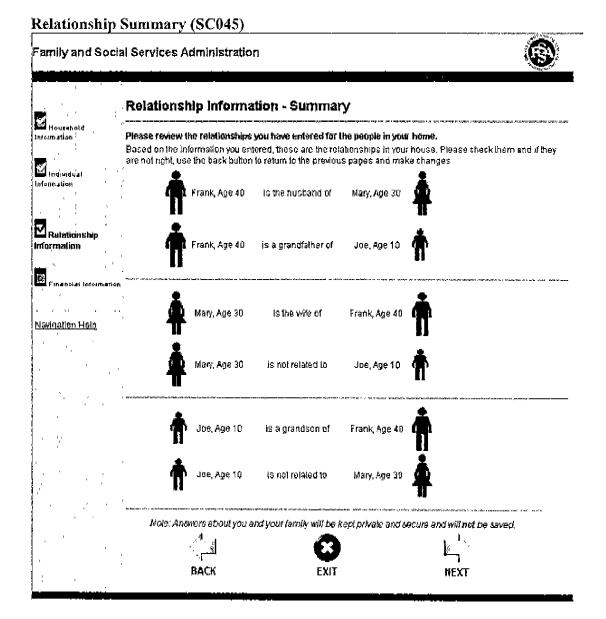
Note: Anoners about you and your family will be kept private and secure and will not be saved.

2.) Slashes removed from drop-down choices: (i.e. sister or half-sister instead of sister/half-sister)

NEXT

 Note (at bottom of page) now reads: Note: Answers about you and your family will be kept private and secure and will not be saved.

Screen Shots



- 1.) Navigation Help added to left navigation.
- Explanation changed from: If any of the relationships are not correct, use the back button to return to the previous pages and make corrections.
- 3.) Note (at bottom of page) now reads: Note: Answers about you and your family will be kept private and secure and will not be saved.

Screen Shots

ICES Screening and Referral Tool Carctaker Information (SC050) Family and Social Services Administration Caretaker Information information Individual Frank, Ago 40 Who takes care of Joe? Since there was no parent selected for this child, tell us who takes care of Joe. Relationship Information Financial Intermation O No one in the household Navioation Help Note: Answers about you and your family will be kept private and secure and will **not** be saved.

Changes:

- 1.) Navigation Help added to left navigation.
- 2.) * Caretaker explanation added.

BACK

3.) Note (at bottom of page) now reads: Note: Answers about you and your family will be kept private and secure and will not be saved.

NEXT

Screen Shots

ICES Screening and Referral Tool Financial Information Financial Information (SC060) Family and Social Services Administration Financial information Check each person in your house who had any cash, bank accounts, stocks, bonds, CDs (Certificals of Deposit) or relitement accounts. Individual nothermation Relationship Frank, Age 40 Mary, Age 30 Joe, Age 10 enformation Earned Income Financial Check each person (age 18 or older) who receives carned income. Earned income is money received from a Information job working for someone else or working for himself or herself. <u>Navigation Help</u> Frank, Age 40 Mary, Age 30 Check each person (including children) who receives unearned income. Uncarned income is money received from places other than a job or working for himself or herself such as Social Security, SSI, Child Support, Unamployment Benefits, etc. Note: if there is a child receiving child support, please select the child. Frank, Age 40 Mary, Age 30 Jos, Age 10 Check all persons living with you who have medical bills that are not paid for by Medicare or other insurance Frank, Age 40 Mary, Age 30 Joe. Age 10

Changes:

Navigation Help added to left navigation.

Note: Answers about you and your family will be kept private and secure and will **not** be caved.

2.) Wording has been changed for Earned and Unearned Income from: "job working for themselves..."

NEXT

3.) Note (at bottom of page) now reads; Note: Answers about you and your family will be kept private and secure and will not be saved.

Screen Shots

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- 1.) Navigation Help added to left navigation.
- 2.) Wording has been changed for Resources to say: Enter the dollar amount ...
- 3.) Wording has been changed for Note for Child Support from: Note: If there is a child receiving Child Support, please fill in the <u>text box</u> for the child (and not the parent or <u>caretaker</u>).

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4.) Help Text changed for Child Support and medical bills.

5.) Note (at bottom of page) now reads: Note: Answers about you and your family will be kept private and secure and will not be saved.

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Results Potential Eligibility (SC080)

<u>Navigation Holo</u> Based on your answers, individuals may qualify for the following programs. Thank you for answering the questions. We have compared your answers with the primary eligibility rules for Food Stamps, Cosh Assistance and Health Coverage. Pleaso note that the results are not an official determination of eligibility and do not guarantee that you will qualify for these programs. To find out if your household is eligible to recove bonefits, you must apply for the programs. Keep in mind that you always have the right to apply for these benefits, no matter what this website fells you. To apply, see the 'How to Apply instructions at the bottom of this The scripping fool assumes that everyone in your household lives in Indiana and is # US citizen or eligible non-INFORMATION AHOUT THE PROGRAMS FOR WHICH INDIVIDUALS MAY QUALIFY Additional Information The normal processing of Food Stamp applications can take up to 30, days. Some applications may be determined ejigible for faster pervice 🗸 Some people may not be able to get Food Stamp benefits These people include: . - Frank, Age 40 Food Stamps - Mary, Age 30 Poople on strike ; - Joe, Age 10 - Immigrants without papers People conditied for the possession, distribution and/or use of a controlled substance (Drug Felons) are not engible for Your results for Cash Assistance might change. Cash Assistance - Frank, Age 10 - Joe, Age 10 If there are cup-parents in the bousehold with income. If a child's parents both live in the household Thore are different health plans and different benefit packages that range from full to limited health coverage. Most plans and available at no cost or low cost. When you apply, we will determine the most coverage available for you, - Frank, Ago 40 Health Coverage - Mary, Age 3D Non-cilizens, depending upon their cilizenship status granted by \checkmark the Citizenchip and immigration Services (CIS) may be sligible for full or emergency medical Health Coverage. To view a list of programs the individuals in your household may not be eligible for, please <u>tlick being.</u> To print your results, please <u>click here</u> How to Apply . To apply for these programs, contact your local office of <u>The Division of Family Resources</u> in the county in which you live. You may apply by simply filling an application which contains a name, address and signature of a household member. Applications may be taken to the local DFR office, mailed or faxed Application in Spanish The local office of the Division of Family Recources in each of the ninety-two Indiana counties has the responsibility for processing applications, certifying aligibin applicants for participation, and issuing benefits BEGIN A NEW SCREENING SURVEY

- 1.) Navigation Help added to left navigation.
- 2.) * The text for Cash Assistance, now reads: Your results for Cash Assistance might change:
- if there are step-parents in the household with income.
- if a child's parents both live in the household.

Screen Shots

- 3.) * To provide further clarification, the introductory sentence was modified and also appears in a larger, bold font. A more explanatory table header (written in CAPS) was added as well.
- 4.) Introductory paragraph modified.5.) Information about state residency and U.S. citizenship status was separated from the rest of the introductory paragraph.
- 6.) Text for each program modified.
- 7.) Apply text added at the bottom of the page.

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Potential Ineligibility (SC090)

Family and Social Services Administration



Results

Based on your answers, individuals may NOT qualify for the following programs.

Thank you for answoring the quections. Based upon your answers, we have determined that the individuals listed below may not be eligible for Food Stances, Cash Assistance of Health Coverage, Please note that the results are not an official determination of sligibility To find out if your household is oligible to recove benefits, you must apply for the programs. Keep in mind that you always have the right to apply for these benefits. If you are interested in a program, you should apply no matter what this website falls you. To apply, and the 'How to Apply instructions at the volton; of this page.

Program	Household Members	Additional Information
	!	The normal processing of Food Blomp applications can take up to 30 days. Some applications may be determined eligible for faster service it qualified.
Food Stamps	- Frank, Age 40 - Mary, Age 30 - Joc, Age 10	Some people may not be able to get Food Stemp benefits These people include: People on sinke Immigrants without papers College students
		People connected for the possession, distribution and/or use of a controlled substance (Drug Falons) are not eligible for Food Stamps.
Cach Assistance	Frenk, Age 40 - Mary, Age 30 - Joe, Age 10	Your results for Cash Assistance might change if there are step-parents in the household with income. If a child's parents both live in the household.
Health Coverage	Frank, Ago 40 Mary, Ago 30 - Joo, Ago 10	If the results show that someone in the horne may qualify for health coverage and some do not we suggest that you apply for everyone
		If the results show that children do not qualify for houth coverage and the parent living in the home pays for child care, we suggest that you apply
		If the ropults show that parents in the home may not qualify for health coverage and they are not matried to each other, we suggest that they apply
		If the results show that parents in the home may not qualify and they are not marined to each other, we suggest that they apply.

How to Apply

To apply for these programs, contact your local office of <u>The Division of Family Resources</u> in the county in which you live. You may apply by climply filling an application which contains a name, address and signature of a household member. Applications may be taken to the local DFR office, mailed or faxed.

- Application in Equilar
- <u>Application in Spanish</u>

The local office of the Division of Family Resources in each of the ninety-two Indiana counties has the responsibility for processing applications, contrying eligible applicants for participation, and issuing benefits



- 1.) * To provide further clarification, the introductory sentence was modified and also appears in a larger, bold font. A more explanatory table header (written in CAPS) was added as well.
- 2.) Introductory paragraph modified.
- 3.) Text for each program modified.
- Apply text added at the bottom of the page.

Screen Shots

Results Page - Printer Friendly Version (SC0100)

Results

Based on your answers, individuals may qualify for the following programs.

Thank you for answering the questions. We have compared your answers with the primary eligibility rules for Food Stamps. Cash Assistance and Hoalth Coverage. Please note that the results are not an official determination of eligibility and do not guarantee that you will quality for these programs. To find out if your household is eligible to receive benefits, you must apply for the programs. Keep in mind that you always have the right to apply for these benefits, no matter what this website tells you. To apply, see the 'How to Apply' instructions at the bottom of this page.

The screening loot assumes that everyone in your household lives in Indiana and is a U.S. citizon or eligible noncitizen.

IN Program	FORMATION ABOUT TH Household Members	E PROGRAMS FOR WHICH INDIVIDUALS MAY QUALIFY Additional Information
Food Stamps	- Frank, Age 40 - Mary, Age 30 - Joe, Age 10	The normal processing of Food Stamp applications can take up to 30 days. Some applications may be determined eligible for faster service if qualified. Some people may not be able to get Food Stamp benefits These people include: People on strike Immigrants without papers College students People convicted for the possession, distribution and/or use of a controlled substance (Drug Felons) are not eligible for Food Stamps.
Cash Assistance	- Frank, Age 40 - Joe, Age 10	Your results for Cash Assistance might change: If there are step-parents in the household with income. if a child's parents both live in the household.
Health Coverage	- Frank, Age 40 - Mary, Age 30	There are different health plans and different benefit packages that range from full to limited health coverage. Most plans are available at no cost or low cost. When you apply, we will determine the most coverage available for you. Non-citizens, depending upon incir citizenship status granted by the Citizenship and immigration Services (CIS) may be eligible for full or emergency medical Health Coverage.

Changes:

1. Changes reflect changes made on SC080.